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AUTHOR	Wagner, Judith O.
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ABSTRACT

Finding statistics and materials on adult, career, and career-technical education can be a complex and time consuming task, so this brief includes a variety of resources designed to help searchers find information and also suggests specific actions searchers may take, including the following: (1) talking with colleagues about their search successes and failures; (2) participating in discussion groups; and (3) using Google to search with Boolean operators and proper use of quotation marks. An annotated bibliography listing 50 World Wide Web sites organized into categories adult education, adult literacy, career education, career and technical education, training, curriculum developers, publishers/distributors, resource centers/organizations, statistics, and journals constitutes approximately 80% of this document. Some of the recommended websites include links to full-text sites that include proceedings, teaching guides, newsletters, journals, lesson plans, directories, and glossaries. (MO)

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Judith O. Wagner

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ERIC Clearinghouse on Adult, Career, and Vocational Education
Center on Education and Training for Employment
College of Education
The Ohio State University
1900 Kenny Road
Columbus, OH 43210-1090

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ERIC Clearinghouse on Adult, Career, and Vocational Education
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NO. 27

Locating Statistics and Resources in Adult, Career, and Career-Technical Education

by Judith O. Wagner
2003

Finding statistics and materials can be complex and time consuming. This Practice Application Brief includes a variety of resources designed to help you find the information you need. Many resources were recommended by subscribers to the ERICACVE and CAREERTECH discussion groups. Several resources were suggested by more than one person—notably the websites of the ERIC Clearinghouse on Adult, Career, and Vocational Education (http://ericacve.org) and the National Dissemination Center for Career and Technical Education (http://www.nccte.org). Both sites are rich in full-text publications and links to other resources. ERIC/ACVE includes links to full-text sites (http://ericacve.org/fulltextresource.asp) that include proceedings, teaching guides, newsletters, journals, lesson plans, directories, and glossaries.

Networking is an excellent way to find information and materials. Talking to colleagues about their successes and failures in finding materials can provide valuable leads. Discussion groups such as CAREERTECH (careertech@lists.acs.ohio-state.edu) are also helpful. A Google search (http://www.google.com) using the term "instructional materials" will lead you to publishers and laboratories that produce or loan materials. By adding a subject (such as "adult literacy" or "occupational therapy"), you can narrow the choices. Be sure to enclose phrases in quotation marks, or else words will be searched individually. For example, the term *adult literacy* will search the terms *adult* OR *literacy* and identify many irrelevant sites. Use of quotation marks ("adult literacy") ensures that you will search the whole phrase. The list of resources that follows is by no means exhaustive. Rather, it is intended as a starting point in the search for resources. It includes commercial publishers, curriculum developers, and state and national resource centers.

Adult Education

- *Community Partnerships for Adult Learning* (C-Pal) provides a broad selection of adult education resources including how-to's, research, and websites sorted by topic and potential user: http://www.c-pal.net/
- *National Institute of Adult Continuing Education* (NIACE) includes information about projects and research, conferences, policy development, and information services: http://www.niace.org.uk/
- The *University of Central Florida* links to resources related to adult and career and technical education: http://reach.ucf.edu/~voced/mainresources.htm#_Adult_Education

Adult Literacy

- The *Canadian Language and Literacy Research Network* has technical information and research materials: http://www.cllrnet.ca/
- The *National Institute for Literacy Workforce Education Special Collection* demonstrates the value of work force learning, fosters and promotes the development of high-quality work force education programs, provides guidelines for planning and supporting these programs, and supports ongoing communication and collaboration among stakeholders: http://worklink.coe.utk.edu/

Career Education

- *American School Counselor Association* provides professional development, publications and resources, research, and advocacy: http://www.schoolcounselor.org/
- At *Career OneStop* you can find jobs, identify job-ready workers, locate public employment services in your area, explore alternative career paths, locate salary data, and get resume writing tips and job interview strategies: http://www.careeronestop.org/
- *Eastern Lebanon County School District* (PA) offers career-related materials for students, parents, and teachers. It includes commercial publishers, curriculum laboratories and consortia, and state and national resource centers: http://www2.sis.pitt.edu/~etia2/case_studies/el/ELtext2.htm
- *Fairfax County Public Schools* has a website targeted to parents with links to many career-related websites and resources: http://www.fcps.k12.va.us/DSSSE/CareerConnections/parents.htm
- *Florida Gulf Coast University* gives answers to frequently asked questions related to choosing a career: http://www.fgcu.edu/careers/students/Career.html
- *Job Futures of Canada* includes job profiles and links to job-related sites: http://jobfutures.ca/en/home.shtml
- Burlington County Institute of Technology has a *Kids and Careers* section with activities and materials for grades K-4: http://www.bcit.tec.nj.us/childcareer/Default.htm
- *Wild Rose School Division* in Canada provides access to some career assessment instruments: http://www.wrsd.ab.ca/fmhs/guidance.htm#Self-Assessment_Profile

Career and Technical Education

- The *Association for Career and Technical Education* offers information about legislation, conferences, and state and regional activities: http://www.acteonline.org
- The *Illinois Office of Educational Services* provides research and information services, software support training, professional development opportunities, and other services: http://www.ioes.org
- The *National Dissemination Center for Career and Technical Education* provides access to CAREERTECH as well as full text of a variety of publications, webcasts, chatrooms, and an online newsletter: http://www.nccte.org
- *Seattle Public Schools Information Career Technology Pathway* includes course descriptions, curriculum charts, and information about partnerships: http://www.seattleschools.org/area/itpathway/index.xml

Training

- *American Society for Training and Development* offers a variety of services related to training: http://www.astd.com/index_IE.html
- *Don Clark's Big Dog's Bowl of Biscuits* includes information about training, leadership, and performance and links to many other resources: http://www.nwlink.com/~donclark/
- *Training Resources Site* contains links to training organizations and other sites specifically developed for human resource activities: http://www.trainingsupersite.com/commun/reviews/TR.htm
- *TRDEV* is a discussion group where training and development issues are discussed in a professional, noncommercial, collegial forum: http://groups.yahoo.com/group/trdev/

Curriculum Developers

- *Curriculum and Instructional Materials Center* produces workplace skills, agricultural education, business education, career information, school-to-work, technology education, family and consumer sciences, and health occupations: http://www.okcareertech.org/cimc/index.htm
- *Curriculum Publications Clearinghouse* offers materials in applied technology, agriculture, business, marketing and management, health, family and consumer sciences, tech prep, workplace skills and ca-

reer development, administration and supervision, and special needs: http://www.wiu.edu/users/micpc/

- Missouri's *Instructional Materials Laboratory* provides materials in academics, agriculture, business education, career guidance and school-to-work, family and consumer sciences, health occupations, industrial education, marketing and cooperative education, special populations, teacher resources, and technology: http://www.iml.coe.missouri.edu/
- *Multistate Academic and Vocational Curriculum Consortium* offers business/marketing, cosmetology, family and consumer sciences, health occupations, technology education, and trade and industrial education: http://www.mavcc.org/
- Ohio State University's *Curriculum Materials Service* (CMS) covers all aspects of agricultural education: http://ad254-5.ag.ohio-state.edu/Home.html
- *Vocational-Technical Education Consortium of States* (V-TECS) includes curriculum materials, competency-based outcome standards, and assessment instruments: http://www.v-tecs.org/products.htm

Publishers/Distributors

- The *American Association for Vocational Instructional Materials* (AAVIM) provides materials for instructors, students and administrators of vocational education: http://www.aavim.com/
- *Cambridge Educational* includes a range of subjects including vocational education, guidance, teacher education, and family and consumer sciences: http://www.cambridgeeducational.com/Cambridge_Home/Index.cfm?S=8
- *Chronicle Guidance Publications* publishes and distributes career assessments and occupational, educational, financial aid, and life skills materials: http://www.chronicleguidance.com/
- *Delmar Learning* publishes materials for both educational and professional environments related to career education, health care, and technology and trades: http://www.delmarlearning.com/
- *Glencoe* has titles related to basic skills and a number of vocational areas: http://www.glencoe.com/ps/
- *Jossey-Bass* publishes a variety of books related to adult and work force education: http://www.josseybass.com/WileyCDA/
- *Meridian Education Corporation* has products in family and consumer sciences and vocational/technical education for all levels: http://www.meridianeducation.com/Meridian_Home/Index.cfm?S=16
- The *Salem Company* produces materials on mechanics, machinery maintenance, assemblers, machinists, sales personnel, millwrights, and expediters: http://www.salemcompany.com/cgi-bin/store/commerce.cgi
- *Shopware-USA* provides vocational and technical education materials in construction, safety, transportation, electronics and electricity, communications, manufacturing, and metal technology: http://www.shopware-usa.com/Shopware_Home/Index.cfm?S=32
- *Simon and Kolz Publishing* offers texts, workbooks, and study aids for health care and human services programs: http://www.simon-kolz.com/about.html
- *Steck-Vaughn* is a resource for GED materials: http://sv.cuesta.com/
- *South-Western Educational Publishing* includes materials on webmaster training, business, career development, computer education, school-to-careers, health, and office technology: http://www.swep.com
- *Technomic Publishing Company* has materials on education reform, decision making, administration, technology, leadership, finance, assessment, school-to-work, at-risk, and professional development: http://www.techpub.com

Resource Centers/Organizations

- The *ERIC database* is a good source of information about instructional materials. A search will lead you to curricula, project descriptions, lesson plans, classroom activities, task lists, and other resources. http://ericir.syr.edu/Eric
- The *Southern Regional Educational Board* provides information on projects such as High Schools That Work: http://www.sreb.org/

Statistics

The National Center for Education Statistics is the best place for statistics related to education. There are many others in addition to the reports listed here. The site (http://www.nces.ed.gov) is fully searchable.

- *The Condition of Education* summarizes developments and trends in education using the latest available data: http://nces.ed.gov/pubsearch/pubsinfo.asp?pubid=2002025
- The *Digest of Education Statistics* has information on enrollment, teacher salaries, demographics, expenditures, assessment, and dropouts related to all educational levels of public and private schools: http://nces.ed.gov/pubs2002/digest2001/
- *FedStats* includes statistics from over 100 federal agencies: http://www.fedstats.gov/
- *Participation Trends and Patterns in Adult Education* uses data from the 1991, 1995, and 1999 Adult Education Surveys of the National Household Education Surveys Program to examine participation rates in adult education over time: http://nces.ed.gov/pubsearch/pubsinfo.asp?pubid=2002119
- *A Profile of Participation in Distance Education: 1999-2000* depicts undergraduate and graduate students' participation in distance education; discusses student demographic characteristics associated with distance education participation; and looks at types of distance education technology and students' satisfaction with their distance education courses compared to their regular courses. http://nces.ed.gov/pubsearch/pubsinfo.asp?pubid=200315
- *Vocational Education in the United States* discusses vocational education at secondary and postsecondary levels and whether it is growing, shrinking, or holding constant over time; examines high school transcripts and presents findings about the academic preparation of high school students who participate in vocational education, relevant school reform efforts, and transitions after high school; and describes economic and labor market trends and their implications for vocational programs and changing workplace practices and employer perspectives on worker skills and proficiency. http://nces.ed.gov/pubsearch/pubsinfo.asp?pubid=2000029

Journals

ERIC/ACVE provides information on journals that are indexed by the Clearinghouse. Some are available at least partially in full text at no cost; others are available in full text by subscription or to members: http://ericacve.org/journals.asp

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The Ohio State University
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